

**COUNCIL ON REAL ESTATE CURRICULUM AND EXAMINATIONS
MINUTES
1400 E. WASHINGTON AVENUE, MADISON, WI
August 27, 1998**

PRESENT: Nancy Gerrard, Laurie Francis, Sue Hamer, Ron Hanson, Paul Hoffman,
and Lloyd Levin

EXCUSED: Janet Byrne

STAFF PRESENT: Clete Hansen, Barbara Showers, Tom Neumann, Bonnie Feggestad

GUESTS: Joe Davis, Educational Approval Board
Sherrie Levin, Robbins and Lloyd Career Training Institute
Rick Staff, Debbie Conrad and Shauna Alt: WRA
David Hague, Wis. Technical College System
Larry Sager, MATC
Evan Butterfield, Dearborn Publishing Co.

CALL TO ORDER

The meeting was called to order at 12:35 p.m. by Nancy Gerrard, Chair.

ADOPTION OF AGENDA

The Agenda was informally approved.

MINUTES (7/24/97)

MOTION: Susan Hamer moved, seconded by Lloyd Levin, to approve the minutes as written. Motion carried unanimously.

ADMINISTRATIVE REPORT

Clete Hansen called the Council's attention to the presence of new Council member, Paul Hoffman. Nancy Gerrard requested everyone present to introduce themselves.

DISTANCE LEARNING

Clete Hansen explained the administrative rule proposal which he had prepared with the aid of the rules of other states, a rule draft prepared by Rick Staff and a proposal submitted by Lloyd Levin. All of these materials had been mailed to Council members.

Lloyd Levin discussed the definition of “distance learning” on the back of page 3 of the meeting packet and emphasized “without an instructor physically present in the classroom.” Mr. Levin also asked what “satisfactory completion of educational programs or courses” meant in the definition of “evidence of attendance” on the back of page 3. Mr. Levin also suggested that the sentence following sub. (3) on the back of page 8 be placed at the beginning of the description of topics in the what is now the 36-hour broker’s course. Mr. Levin urged the Council to focus on page 5 of his proposal and to consider the 9 points in his list as the required criteria for distance learning courses. Mr. Levin read into the record the following paragraph from a letter from Casey Clickner of Southwest Realtors in Wauwatosa: “Clete, I feel that providing our industry with well educated agents is a serious issue. Any decisions that are made must be made with the students’ well being, our industry’s well being, and more importantly the consumers’ well being as our primary concern.”

Mr. Levin, Joe Davis and Evan Butterfield argued for including “interactivity” as a criterion for the approval of distance learning courses. Speakers referred to the requirements of other states and to the indispensability of this criterion for quality education. These speakers also discussed the need for mastery of the course contents, as determined by some type of testing or evaluation at the end of various segments of the program. Joe Davis spoke about his agency’s emphasis on outcomes, moving schools toward excellence. His office puts the onus on the schools to demonstrate that required criteria are met.

Tom Neumann discussed the Department’s focus on having department-wide policies and procedures which are manageable.

Rick Staff emphasized the need to have the teacher available to respond to the questions of students. He urged that the Council not confuse interactivity and mastery. He stated that it is sufficient interactivity for the student to be able to contact an instructor at any time.

MOTION: Sue Hamer moved, seconded by Ron Hanson, to approve pre-licensing distance learning courses with the understanding that the minimum standard relating to “interactivity” includes being able to contact the instructor no later than the next business day. Motion failed.

MOTION: Lloyd Levin moved, seconded by Laurie Francis, to table discussion until the next meeting. Motion failed.

More discussion ensued without reaching a consensus or taking formal action. Some Council members stated that the criteria in the proposed rule draft, located at the bottom of page 15 of the packet and the top, back side of that page do contain criteria relating to the availability of the instructor and relating to mastery of the topic.

Clete Hansen stated that he prefers a definition of classroom instruction which focuses on the presence of students in an instructor-controlled or a proctor-controlled environment (physically in the room or present by means of interactive video-conferencing). Education by other delivery methods would be distance learning.

CONTINUING EDUCATION COURSES FOR THE 1999-2000 LICENSING BIENNIAL

Rick Staff explained the document he prepared, relating to the proposed contents for the continuing education courses.

As for Course 1, it was informally agreed that Rick should number the subsections, so that everything the Council wants covered would be preceded by a Roman numeral. The presentation of this course should touch on every topic. The Council also agreed that the presentation of Course 4A can focus on any one or all of the topics in the outline. Apparently, Courses 2 and 3 may be presented as in the current biennial.

MOTION: Sue Hamer moved, seconded by Lloyd Levin, that the Council conceptually approve Mr. Staff's drafts, that Mr. Staff should flesh some of them out a bit more, as he intended, and that there should be the same categories of electives as in the current biennial. Motion carried unanimously.

Sue Hamer, Rick Staff and Cleve Hansen agreed to serve as a subcommittee to identify the continuing education course contents which should be tested in the test-out exam.

CONTINUING EDUCATION FOR EXPIRED OR INACTIVE LICENSES

There was insufficient time to discuss the responses provided by various other states, relating to their requirements.

EXAM STATISTICS

Exam statistics for exams administered between January 1, 1998 and May 27, 1998 were included in the meeting packet, but not discussed.

NEXT MEETING

The next meeting was set for October 29, 1998 at noon with lunch to be provided. Council members agreed to come back with some solid suggestions for criteria relating to distance learning.

MOTION: Paul Hoffman moved, seconded by Lloyd Levin, to adjourn the meeting. Motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 3:30 p.m.